

DD/S 105-6057

16 DEC 1965

**MEMORANDUM FOR:** Deputy Director for Support

**SUBJECT :** Proposed Test of Emergency Power  
Facilities at Headquarters Building

**REFERENCES :** (a) Memo to DDS from D/L dated 30 Nov '65,  
subject: Electrical Power for Agency  
Headquarters

(b) Memo to C/LSD/OL from Bldgs. Mgr.,  
McLean Group, dated 22 Nov '65, subject:  
Power Outage Test

(c)  dated 22 April 1963

1. This memorandum contains, in paragraphs 4 and 5, recommendations for your approval.

2. It is now our best judgment, supported in part by reference (b), that we should proceed at an early date with the first of several preliminary tests outside of normal business hours leading subsequently to a full blackout test during normal business hours.

3. Paragraph 2 of reference (b) emphasizes a most important aspect of the need for these preliminary tests. Correct procedures, executed by fully trained and knowledgeable General Services Administration personnel are an absolute requirement to ensure proper and timely action in any planned outage or in the event of the real thing.

4. It is recommended that you approve the first of several preliminary tests to be conducted on Sunday, 23 January 1966. We propose that the test begin at 8 a.m. on that date and it is anticipated that it will continue for a period of at least two hours.

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Headquarters Building**

5. At the time of the last such test, Headquarters Notice [ ] (reference (c)) was published to alert Headquarters personnel of the impending test and we believe it would be prudent to publish such a notice at this time. It is recommended that you approve the publication of a Headquarters Notice along the general lines of [ ] adapted to conform to any changed conditions. This office will initiate action for the publication of such a notice.

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**GEORGE F. MELOON**  
Director of Logistics

**Attachments (3)**  
Copies of Refs (a) thru (c)

**APPROVED:** 23 DEC 1965  
Date

SIGNED Alan M. Warfield

*for* **R. L. Bannerman**  
Deputy Director  
for Support

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**(13 December 1965)**

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